

Center for the Prevention of Child Maltreatment
Minutes: 2Q2018 Advisory Board Meeting
Wednesday, April 25, 2018
Chamberlain, SD

ATTENDEES

Sharon Chontos, Sage/CPCM	Carole Cochran, SD Kids Count
Cameron Corey, SD DCI	Daniele Dosch, FBI
Dr. Nancy Free, Child's Voice	Tanya Fritz, Children's Home CAC
Brent Gromer, ICAC	
Krista Heeren-Graber, SDNAFVSA	Mary Beth Holzwarth, Advocate
Sara Kelley, UJS	Ann Larsen, SD DOE
Angela Lisburg, Avera St. Mary's CAC	Cassie Nagel; CPCM Program Assistant
Rachel Oelmann, Sage/CPCM	Carrie Sanderson, CPCM Director
Virgena Wieseler, SD DSS	Colleen Winter; SD DOH

Not in attendance:

Nick Bratvold, CAC-SD	Peggy Gibson, Advocate
Barry Hillstad, Sheriff's Association	Wendy Kloepfner, State's Attorney
Kathy LaPlante, USD	Michael Lawler, USD
Jolene Loetscher, Advocate	Tatewin Means, Oglala Sioux Tribe
Jay Perry, SD BOR	Jill Thorngren, SDSU

WELCOME AND INTRODUCTIONS

Welcome. CPCM Chairperson, Senator Soholt, provided a welcome and thanked all members of the board for their continued participation and efforts. Senator Soholt provided a background on how this group came together prior to Jolene's Law Task Force and gave an overview of the agenda for the day.

Introductions. Brent Gromer, newly named board member from the Internet Crimes Against Children unit was introduced and provided a brief introduction. Hollie Strand will no longer be a board member but we will continue to ask for her to be involved.

CPCM 10-YEAR PLAN AND UPDATES

Project Management Plan (PMP)/ Status Update. A complete project management update/status update was provided as pre-read material prior to the meeting.

GOAL A

Carole Cochran discussed the data surrounding child maltreatment that is currently collected through various agencies in South Dakota. Ms. Cochran is arranging a work group to discuss the current data, what information is needed and how data can be shared in the future.

Rachel Oelmann added that CPCM is reaching out to other organizations tackling similar issues with data collection in order to review innovative solutions and ideas.

GOAL B

B.4 Pediatric Sexual Assault Exam Kits. Colleen Winter reported the Department of Health (DOH) is planning for the kits to be ordered in the next week. DOH has funds that need to be allocated within the next month and the kits must be ordered in that timeframe. Ms. Winter has been in contact with Dr. Free about decision making.

GOAL C – No update

GOAL D

D.2 REACH update. Cameron Corey gave an update on the REACH Team. The REACH Team recently partnered with Lake Area Technical Institute in order for every student in the nursing program to observe at the REACH clinic. Since opening the Watertown clinic, the REACH Team has served 109 patients. The REACH Team saw patients from 12 of the 13 counties covered by the clinic, with 1/3 of the patients coming from Indian Country. Mr. Corey offered the following gender and racial demographics for the patients: female (71), male (38); Caucasian (71), Native American (36), African American (2). The REACH Team anticipated they would see more abuse & neglect versus sexual assault; however, 80 of the 109 patients were referred for allegations of sexual abuse. Angela Lisburg commented that many of the abuse and neglect cases may not make it to a CAC. Mr. Corey added that the team is still learning and there is still work to be done. The REACH Team plans to roll out a best practices for Drug Endangered Child protocol in the coming months.

Virgena Wieseler discussed the recently passed infant toxicology law, which was sponsored by Sen. Sohlt. The law allows hospitals to test newborns for illegal substances if the child displays signs of drug withdrawal, regardless of parental consent. The Department of Social Services (DSS) is working on tracking methods for the toxicology tests. Ideally, DSS would collect data on how many kids were tested and how many had positive results. Director Sanderson added that similar data should be collected on the usage of pediatric sexual assault kits.

GOAL E – No update

GOAL F.

F.6 Conference update. Sharon Chontos provided an update on the 18th Annual Community Response to Child Abuse Conference which will be held in Sioux Falls, SD on October 4-5, 2018. The conference is presented through a partnership between CPCM, Child's Voice and the Unified Judicial System Court Improvement Committee (CIP). The conference website and ticketing page will go live in early May and 2,500 postcards are ready to be mailed. Ms. Chontos thanked Sara Kelly (CIP) for her help with planning and Ms. Kelly and Krista Heeren-Graber (The Network) for their organizations' financial support. Ms. Chontos asked board members to share conference information with their staff and constituents. She also asked all parties to consider sponsorship.

GRANTS UPDATE

Rachel Oelmann provided an update on grants awarded, grants submitted and grants that are in the pipeline to be submitted. She explained that the sponsored-program opportunities have been grouped into five initiatives: Trauma-Informed Community Project, Training for SANEs, ACE & Enough Trainer Support, Curriculum Development, and Data Initiative: Pilot Evaluation & Testing.

Ms. Chontos and Tanya Fritz provided additional details on funding possibilities for the ACEs & Enough trainer support, particularly support from VOCA. Ms. Wieseler advised that Victim Services, the department responsible for VOCA, is moving to Department of Public Safety in July and will no longer be under DSS. The current VOCA staff will move with the program. Additional FTEs may have been approved for DPS. Board members briefly discussed victim services bills that were brought forth during the 2018 legislative session.

A more robust report on curriculum development is anticipated for next meeting. Dr. Perry and Dr. Lawler are involved in the discussions and a project charter has been developed.

Ms. Oelmann provided additional details on the recently submitted OVW grant to develop and support rural SANEs. Ms. Oelmann recognized and thanked Ms. Heeren-Graber and the Network for their assistance and support in the grant writing process. Director Sanderson added her appreciation to DOH and Emily Johnson who recognized the need in this area. Senator Soholt suggested the SANE initiative may be another application of the telehealth infrastructure and added that legislation was passed to clarify that the counties are responsible for the cost of sexual assault kit processing. Dani Dosch stated that Indian Health Services spends quite a bit to consult with other state programs on their rape kits so it will be helpful to have in-state resources. The board discussed the differences between SANE-A and SANE-P, as well as the differences between training and certification. Angela Lisburg and Cameron Corey both expressed the difficulty they are seeing with the certification process.

The Community Innovation Grant is another large grant currently being pursued for the Goal A Data Initiative.

WORK PROCESS UPDATE

Director Sanderson transitioned to a discussion about the office management at CPCM. CPCM and Sage staff found repeating patterns for project organization, staff developed a corresponding workflow process for CPCM projects titled "The Sage Model: Work Process for Change." An infographic of the workflow process was provided to the board members. *See attached.* Senator Soholt expressed her gratitude to Sage and proposed adopting the Sage model: Work Process for Change. All board members present agreed.

BRANDING

Director Sanderson provided a background on the issue of branding for CPCM. CPCM contracted to work with Mud Mile, Inc. on developing a brand to express the movement and purpose of CPCM in a more recognizable way. Director Sanderson presented a draft brand for "The Courage Collation." The Courage Collation describes the work or the movement that the Advisory Board is working towards. Director Sanderson discussed how the Courage Collation would be used with the CPCM branding. Director Sanderson asked the board to be open to the

messaging and provide feedback on the design. *Note: the draft of the brand presented at the board meeting is a working draft and not intended for public distribution.*

Senator Soholt added that a conflict of interest document was complete to clarify that CPCM chose to work with Mud Mile, Inc for branding because of Mud Mile's quoted price and work product, particularly their work with Augustana. Board Member and Advocate Jolene Loetscher's ownership interest in Mud Mile, Inc. did not influence CPCM's decision to work with Mud Mile, Inc.

BYLAWS VOTING AND OVERVIEW OF ADVOCATE SELECTION

Director Sanderson presented updated bylaws for final approval. Changes made after the January board meeting were reviewed. Mr. Corey discussed the lack of municipal law enforcement representation. After further board discussion, Section 1.2(a) language was changed from "SD County Sheriff" to "SD Local Law Enforcement." Board members noted that the Police Chiefs and Sheriffs associations meet together annually and one representative, selected from either group during the annual meeting, will fill the "Local Law Enforcement" agency position on the CPCM Advisory Board. Ann Larson moved to approve the bylaws as amended and Dr. Nancy Free seconded the motion. The motion passed.

Discussion moved to nominations for advocate positions. Sen. Soholt asked for volunteers to form a three member Nominating Committee. The Nominating Committee will include the Director of CPCM and the Board Chairperson. Tanya Fritz, Dani Dosch, and Sen. Alan Solano volunteered and were accepted to the Nominating Committee.

Dr. Free moved to amend section 1.2 (b) of bylaws to include the language "one of which represents a Child Advocacy Center, CACSD, and a medical professional" under professional advocates. Mr. Corey seconded the motion and the motion passed. A copy of the bylaws, as approved by the Advisory Board, can be found on the CPCM website.

SUSTAINABLE FUNDING

Senator Soholt opened the discussion for sustainable funding to continue work under CPCM. She explained that as CPCM grows and requires more funding, it will come from three buckets: (1) revenue generated at a regular basis by South Dakota licensures or court filing fees – this would require legislative action to approve an increase to a specified license or filing fee; (2) grant applications and state and federal funding opportunities; and (3) regular support from Advisory Board agency partnerships. Senator Soholt asked each member to consider possible support for the work effort. Dr. Free requested draft language to use for asking agencies to support the CPCM movement. Senator Solano added that grant applications are always looking for what agencies are matching or contributing to the funding. Sara Kelly asked for clarification about the responsibility for funding and whether a committee was formed to drive that conversation. Ideas should go to Director Sanderson or Senator Soholt as they will be having further conversations.

Mary Beth Holzwarth asked if individuals or groups could donate funds to the work. Director Sanderson explained that CPCM is developing the infrastructure and protocol to accept donations and, in the meantime, any inquiries can be directed to her.

MDT/TRIBAL WORK GROUP

Rachel Oelmann presented the outcomes from the MDT/ Tribal work group. CPCM received a grant to host a meeting in 2018 with tribal leaders and representatives to introduce the work of CPCM and learn how CPCM can best help the Native Nations in South Dakota. The meeting and continued tribal efforts will be partnership driven. The MDT/ Tribal work group reviewed a letter drafted by CPCM for tribal leaders and discussed outreach specific to each Tribal Nation. The work group discussed possible overlap with Trauma-Informed Communities and suggested the Kyle, SD as a possible pilot community.

MDT/ Tribal work group reviewed various MDT laws in South Dakota. CPCM will work with the various SD counties to determine if MOUs for County Interdisciplinary Information Sharing Teams are filed with county auditors. Ms. Wieseler suggested that Chuck Shurmer may have some historical knowledge of said teams. CPCM and Sage will pull together work group to develop proposed changes for MDT legislation, to be reviewed in the fall.

The MDT/ Tribal work group discussed the draft MDT paper. The group noted some terms that needed clarification, including “victim” and “victim advocate.” Senator Soholt suggested that a definition for CAC’s be included. The group suggested looking to Wisconsin code for permissive language to allow a state MDT to share information with a tribal MDT.

ACES / ENOUGH ABUSE WORK GROUP

Sharon Chontos reported the outcomes from the ACEs/Enough Abuse work group. Twenty-six Fellows were trained in January 2018. In the first three months, Fellows have completed over 60 training events and trained over 1500 individuals. Tanya Fritz expressed her appreciation for CPCM and DOH believing the ACE Interface project would grow organically and not targeting a specific audience for the initial training events. The project committee is currently looking for stop gap funding to cover travel expenses for Fellows. Ms. Chontos has mapped out local community foundations and is developing a plan to apply for those funds. If approved, CPCM would act as fiscal agent for these grants and contract with the Fellows to provide the training within the community identified.

Ms. Fritz will give a 90 minute presentation on Thursday, October 4th, at the 18th Annual Community Response to Child Abuse conference. An 8 hour training for individuals who want to become ACEs and Resiliency presenters will be offered at the conference on Friday, October 5th.

Ms. Chontos provided an update on the Enough Abuse Campaign. DSS will sponsor funding for the Enough Abuse license in June 2018. Other funding options for work within the campaign will be explored. The conference in October will be used as a recruitment opportunity to drive participation in the Enough Abuse training.

The work group reviewed the draft charter for the Trauma Informed Community Pilot and discussed the project. The first step is to create task force to meet this summer to complete the development of the “toolkit” for communities. Deliverables for the task force will include a white paper with recommendations and an RFP to choose pilot communities.

OPEN DISCUSSION

The following items were addressed during the open discussion portion of the meeting:

UJS Court Improvement Program is reviewing the Abuse and Neglect Handbook over the summer, which is part of CPCM's 10-Year Plan. Suggestions or concerns should be directed to CPCM or Sara Kelly.

Krista Heeren-Graber gave an update on staffing changes at The Network.

Dani Dosch shared that the US Attorney's Office annual meeting will be held in July. She will send the details to CPCM. Safe Harbor is hosting a conference in Aberdeen in May. Ms. Dosch is attending the Indian Country Summit at the end of May. The board congratulated Ms. Dosch on her award received at CHS's Annual Gala in March. Ms. Dosch's award was highlighted in CPCM's April newsletter.

Ms. Wieseler discussed CPS's current focus on staff training and retention. CPS has placed 104 children in adoptive families thus far in FY 18, thanks to additional funding. Since August 2016, 9,880 South Dakotans have completed the mandatory reporter training online and another 1266 have started but not completed. She reminded the group that this number does not capture if the training is completed as a group.

Colleen Winter shared that ACE questions were added to the Behavior Risk Factor Surveillance Survey. Data from the survey will be available in June. DOH is preparing for BRIS again and will drive school outreach in order to increase response and involvement. DOH is also working on a process to provide the data back to the schools.

Dr. Free announced that there will be pediatric kits in hand by the next meeting. She attended national training on the topic of human trafficking last month. She added that the East River Task Force on Human Trafficking is ramping up.

Senator Soholt asked all members to consider setting a threshold or commitment for driving donations to CPCM. She added that conversations around Trauma-Informed Communities should be linked to an economic benefit and members should think about how we can partner with workforce development agencies. Legislatively, starting in small communities may be a great benefit to driving the project across the state. Senator Soholt shared that she will be chairing a summer study on community based mental health services.

Senator Solano is also on the summer study with Sen. Soholt. He expressed his appreciation for the work that has been and is being done, adding that the issue of telehealth is really spreading. His organization, Behavior Management Systems (BMS), is piloting tele- psychology in to a school. Avera is doing some tele health in Pine Ridge. The tele- piece will be key in reaching rural communities. Mental Health technicians have been fairly widely introduced into school systems which will allow for earlier intervention on mental health issues. BMS has 1 of 2 nationally recognized Motivational Interviewing trainers and is happy to offer some technical expertise or advise to get started.

Ann Larson expressed that DOE is busy working on addressing workforce preparation in the school systems.

Mary Beth Holzwarth shared that she is interested in any training or conferences that would help increase her knowledge base or experience as she continues her advocacy work.

Ms. Fritz again expressed her gratitude for getting to carry forward the ACE Interface training and work. She encouraged the group to attend future sessions, if they haven't already. She shared that there is Trauma-Focused Cognitive Behavioral Therapy training coming up in Sioux Falls. Children's Home Child Advocacy Center in Rapid City is continuing to see abuse cases that are overlooked by the medical community which has driven some really good talks with Rapid City Regional.

Brent Gromer stated that the ICAC unit statewide is working on the use of tactical polygraphs on all child pornography cases. Out of 120 offenders polygraphed, 76 were identified as hands-on offenders. National ICAC has identified other strong correlations linking child pornography and hands-on offenders. Spearfish will be hosting a conference this weekend on the topic of sex offenders. Mr. Gromer asked that any direct caregivers be aware that offenders will be migrating now that Craigslist and Backpage are no longer options. If anyone receives information about where offenders are going to they should forward that information to ICAC.

Next Meeting. The remaining 2018 board meetings are scheduled for August 16, 2018, and November 15, 2018, in Chamberlain, SD.

ACTION ITEMS

Send Conference information to Ann Larson for inclusion in Teacher's Newsletter by Thursday, April 26 th .	Sharon
Develop language to support agency ask for on-going funding	CPCM/Sage
Consider how agencies can provide a reasonable, on-going support stream annually or other creative funding opportunities to support CPCM.	All
Provide feedback on the branding discussion.	All
Provide edits to the Trauma-Informed Community Charter by May 9 th .	All
Provided recommendations for Trauma-Informed Community Task Force members by May 9 th .	All
Note areas in the 10-Year Plan which do not have a named leader and volunteer for those that interest you.	All

Process flow diagrams sound more technical than they are - they help us to visualize the interconnectedness and sequence of events for a given project, process, or strategy. These are important tools that can be used to further define 'current' and 'future' states of a project.

Workflow / Process Flow Diagram

Resource scheduling allows us to put time or budget constraints on a project, setting us up to make realistic decisions about our capacity to accomplish a set of tasks. It's the 'reality check' of project management.

Resource Scheduling

Partnerships

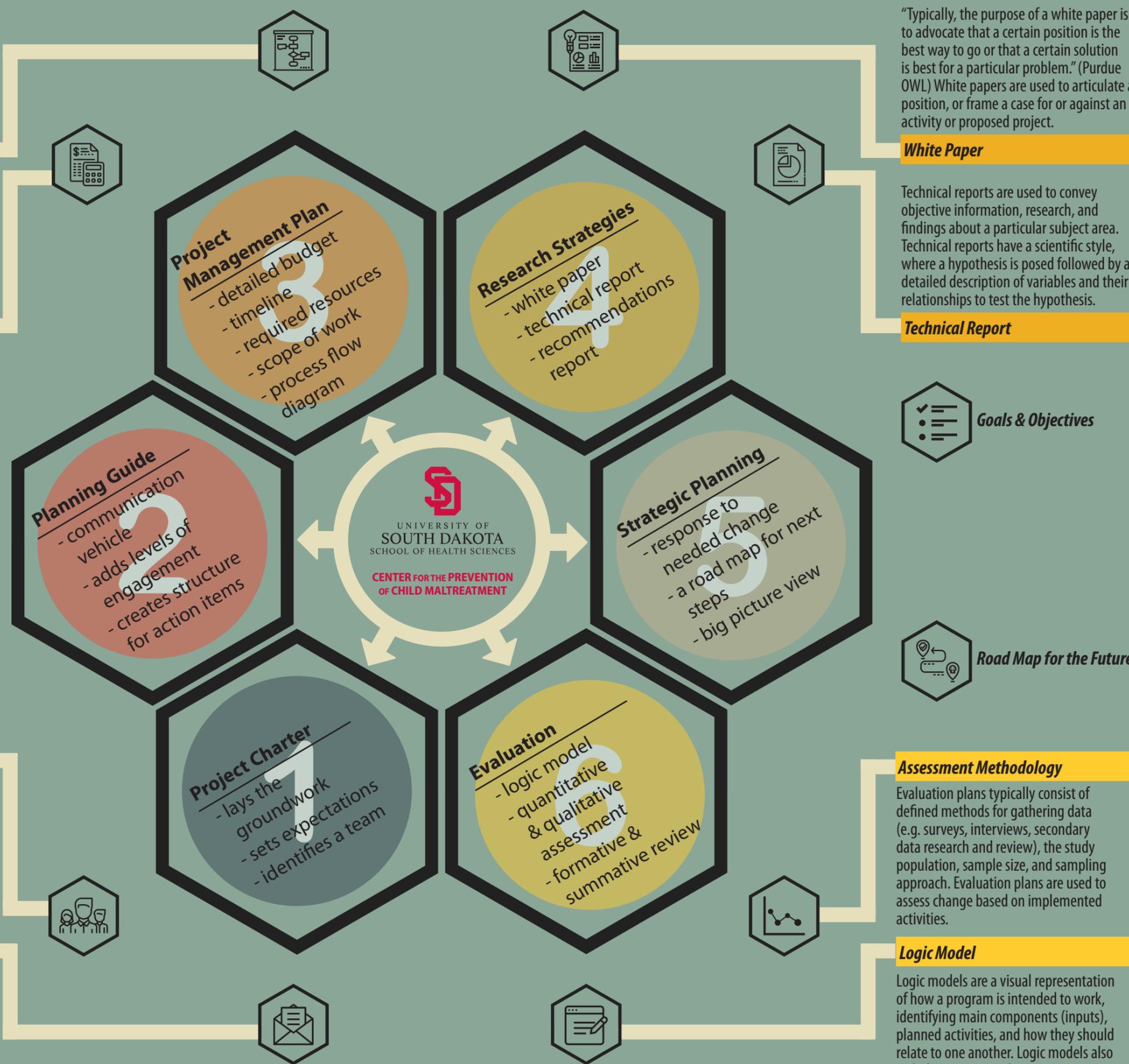
Task Leader

Stakeholders

According to the Project Management Institute (PMI), the term project stakeholder refers to, "an individual, group, or organization, who may affect, be affected by, or perceive itself to be affected by a decision, activity, or outcome of a project" (Project Management Institute, 2013).

Idea or Request

Every project begins with an idea, or a request for something to be different than its present state. Understanding the 'current state' and desired 'future state' is crucial to defining requirements.



"Typically, the purpose of a white paper is to advocate that a certain position is the best way to go or that a certain solution is best for a particular problem." (Purdue OWL) White papers are used to articulate a position, or frame a case for or against an activity or proposed project.

White Paper

Technical reports are used to convey objective information, research, and findings about a particular subject area. Technical reports have a scientific style, where a hypothesis is posed followed by a detailed description of variables and their relationships to test the hypothesis.

Technical Report

Goals & Objectives

Road Map for the Future

Assessment Methodology

Evaluation plans typically consist of defined methods for gathering data (e.g. surveys, interviews, secondary data research and review), the study population, sample size, and sampling approach. Evaluation plans are used to assess change based on implemented activities.

Logic Model

Logic models are a visual representation of how a program is intended to work, identifying main components (inputs), planned activities, and how they should relate to one another. Logic models also include outcome and impact components.

a process for
RESPONDING TO CHANGE

developing & following plans to better
KNOW, RESPOND TO, AND PREVENT
child maltreatment
in South Dakota

