



## **Statewide Citizen Review Panel Meeting Agenda**

**Thursday, July 18, 2024**

**8:30am-10:00pm via MS Teams**

Chair: Christopher Molina

Co-chair: Monica Ka'auwai

Recorder: Noe Realin

### **AGENDA**

#### **I. Welcome and Check-in**

- Present: Monica, Flo, Stephen, Chris, Noe
  - Missing: Leah, Michelle, Heidi
  - Flo will reach out Heidi regarding availability/capacity to participate in CRP.

#### **II. Meeting Minutes**

- June meeting minutes APPROVED with minor corrections

#### **III. DHS Reports to CRP | Florence Calderon**

- Starting new budget: \$15000
  - Start looking at ways to spend money down
- Director is back from leave
- Elladine: Will be on leave starting next week
  - Tonia will be TA
- Daisy: will be on leave for two weeks
  - Temporarily Assigned (TA): Lisa Amidor
- Flo will send org chart to CRP members to understand the different roles
  - Family First Hawaii (FFH): is a federal program that provides services
  - Umbrella of different preventative services
    - Providers that provide the FFH services
  - Federal Clearinghouse for list of services/where services are cleared and approved by federal. Flo will send addition info regarding FFH
- Hazard Pay: Workers are working on submitting the hours they worked from March 2020 to March 2022
  - Tier 1: 420 hours +
  - Tier 2: Under 420 hours worked
  - Tier 3: No hours

- First half in October 2024
- Second half March 2025
- Data is captured in HIP: Hawaii Information Portal
  - Physically in the office
  - Not tele-working
  - Time needs to be verified
- CWS leadership did inform staff to monitor their time worked
- Overtime: Normally pre-approved
  - Case Managers (CM) have the option to hand over case to after hour staff
  - CRT support these cases
  - If CM does work emergency overtime there is an exception to approve
- CFSR Fed Review: first visit September 2024
  - Outcome of this review would be the Program Improvement Plan (PIP)
  - All states are currently in their round four of their reviews
  - All state are prepping for CRSR
  - Every Wednesday CWS is meeting with feds to prep for review
- Program Development has a second secretary
  - New secretary: Dana, office 1
  - Maria will be on maternity sometime in September: office 2
- Chris: Salary increase would raise morale and ability to fill. For positions that are not filled are the monies sent back to the general funds
  - Hard to fill positions (Maui and Kona): starting salaries were increased
    - This increase is for two years
    - Current staff are applying for the higher salary/hard to fill positions and vacating position that salary was not increased
  - Use vacancy funds to off-set the cost of salary increases.
  - Cost of living adjustment
  - Stephen: increase financial support then there will be increase support
    - Advocacy group: support pay increase/how to support work force
  - Chris: can CRP funds be used to get license for Calm app
    - Pilot: to see if this app will help with self-care and morale
    - CRP could do a pre/post evaluation
    - Governor Health and Wellness office may be able to look into
    - State does send out newsletter regarding opportunities to take care of self
    - Chris will submit proposal to Flo to see if CRP funds are able to pay for calm license
- CWS safety: Parent that has threatened multiple staff in different sections
  - Case has been open for years/CWS is moving toward terminating parental rights (TPR)

- All protective steps have been taken (i.e. police called/TRO filed)
- Sheriffs are not at all CWS offices on Oahu
- Hired private undercover police

#### **IV. CRP Business**

##### **Old Business Follow-up**

- a. CRP application revision-completed!
  - Waiting for fillable version
  - Can still share PDF app
- b. By-Laws update- still with AG; waiting for return
- c. Welcome documents review-PIO will be asked to upload our brochure
  - Flo will follow up with Public Information Officer (PIO)
- d. Chairs will have access to gmail. There is a two step verification. Flo gets the verification code
- e. Recruitment: Joe O'Connell(Hilo), Butch Gima(Lana'i), Karen Holt(Moloka'i), Kaileen Napeahi(Waianae)
- f. CRP Annual Report response-address corrected and resend requested

#### **V. CRP Projects**

- a. Family First Hawaii – NH children in care
  - Prevention
  - Culturally based
  - Work with parent/youth partners
- b. CWS Retention: Survey Monkey questionnaire hui
  - Created questions/want to get approval from CRP members of questions
  - Once approved will take questions and start doing outreach
  - Next meeting is Friday (7/19/24). Will finalize
  - Focus is on retention and recruitment
  - Chris will email regarding questions and get approval
- c. Ongoing: Wellness area for CWS Oahu staff

Next meeting: August 15, 2024; 10:00am-3:00pm; Kona